

**CITY OF LODI
INFORMAL INFORMATIONAL MEETING
"SHIRTSLEEVE" SESSION
CARNEGIE FORUM, 305 WEST PINE STREET
TUESDAY, MARCH 6, 2001**

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, March 6, 2001 commencing at 7:05 a.m.

A. ROLL CALL

Present: Council Members – Hitchcock, Howard, Land, Pennino and Mayor Nakanishi
(arrived at 7:06 a.m.)

Absent: Council Members – None

Also Present: City Manager Flynn, City Attorney Hays, and City Clerk Blackston

B. CITY COUNCIL CALENDAR UPDATE

City Clerk Blackston reviewed the weekly calendar (filed).

C. TOPIC(S)

C-1 "Review of City Department's Accomplishments"

Deputy City Manager Keeter reported that the purpose of this morning's Shirtsleeve is to continue with the discussion of department accomplishments. Those scheduled for today are Electric Utility, Public Works and the Police Department. It was announced that the next Shirtsleeve Session would be canceled, as a majority of the Council Members will be attending the National League of Cities Annual Congressional Conference in Washington D.C. The following Tuesday will conclude the discussion of accomplishments with the remainder of the departments.

ELECTRIC UTILITY Deputy City Manager Keeter reported on the accomplishments of the Electric Utility Department, including:

Policy, Legislative & Regulatory

- Continued the development of the power marketing function and the implementation of the Electric Utility Department Strategic Master Plan.
- Contracted for the evaluation and implementation of an organizational review, which should be complete within the next year.
- Heightened the department's presence and involvement in both the state and federal legislative process and participated in American Public Power Association (APPA) and legislative fly-ins to Washington D.C., as well as local legislative activities.
- Expanded its customer focus programs in a number of ways and began their marketing efforts through quarterly newsletters that are inserted into the utility bills.
- In cooperation with Hutchins Street Square, implemented a monthly customer information insert in the utility bill.
- Developed a brochure on all of the customer programs they currently offer for the energy efficiency programs.
- Improved and updated its Web site.
- Continues to expand its partnership and sponsorship activities with community citizens and community groups.
- Became more active with the Chamber of Commerce and various committees to provide information and assistance to the commercial and industrial customers.

Engineering and Operations

- Obtained easements and designed a 60kV transmission line from the Industrial Substation from Harney Lane along the Central California Traction Company (CCTC) rail lines.

Continued March 6, 2001

- Designed a 12kV transmission distribution line from the Industrial Substation to Stockton Street at Century Boulevard and recently bid and managed the substructure construction contract portion for the underground line segment in Century Boulevard.
- Designed, bid and managed the substructure construction project for replacement of all get-a-ways at McLane Substation and on Turner Road from Mills Avenue to Lower Sacramento Road.
- Developed a process to install street lights in the most cost-effective manner utilizing outside contractors.
- Completed the Phase I installation of a remote meter reading project.
- Developed and implemented a program to retrieve and process monthly billing data to be used in the billing of large industrial customers.
- Verified and tested 467 transformer-rated metering installations for proper equipment ratings, installation, and billing parameters.
- Developed computer-based dispatch map board with timely and accurate updates.
- Developed a training manual and program for the utility services operators and developed an electrical emergency plan for stages 1, 2, and 3 alerts and natural disasters.

Public Benefits

- Completed the Phase 1 Energy Efficiency Program Improvement project, which included the following City of Lodi projects: lighting retrofit projects for both the Parks and Recreation Department and Fire Station #3; the heating, ventilation and air conditioning (HVAC) and lighting retrofits at White Slough; the lighting improvements at 12 parks and field sites; and the Light Emitting Diodes (LED) Traffic Signal Conversion projects in cooperation with Public Works.
- Completed energy audits for 21 City of Lodi well sites.
- Successfully completed energy efficiency improvements for United Congregational Church, the Lodi Grape Festival, and Bank of Lodi.
- Delivered 15 Hazard Hamlet/Electric Utility safety presentations to students in the Home Alone workshops and classes.

In response to Council Member Hitchcock, Electric Utility Director Vallow reported that energy audits determine if there is a better way of operating the wells in a more efficient manner. The audits are not only performed on the equipment, but it also takes into account how, and which wells are operating, in order to determine if running different series of wells may be a more efficient way of pressurizing the system.

In answer to Mayor Nakanishi, Public Works Director Prima indicated that it costs approximately half a million dollars annually to pump water. Mr. Vallow added that the energy audit has helped to cut the costs down from \$635,000 to \$500,000 just by operating the pumps differently. The goal each year is to keep the budget the same for pumping water.

Deputy City Manager Keeter continued with the accomplishments of the Electric Utility Department.

Construction and Maintenance

- Completed the construction of a new electric overhead and underground distribution circuit from the Industrial Substation to South Stockton Street.
- Participated in a joint training and rescue program with the Lodi Fire Department.
- Removed and installed a new motor control center at Well #12
- Replaced the traffic signal controllers and associated equipment at Turner Road and Ham Lane and at Ham Lane and Elm Street.
- Reconductored #6 copper wire with #2 ACSR around the local schools.

Continued March 6, 2001

- Completed three projects in the area of the 1202 circuits, which includes the Softball Complex, the Lodi Grape Festival grounds, Lawrence School, and residential neighborhoods as well. More than 30 poles were replaced, and everything was reconducted. Secondaries were rebuilt, two new services were installed at the Lodi Grape Festival grounds, and one new service was provided north of the National Guard Armory.
- Completed the construction of the Pacific Coast Producers (PCP) loop including a two-source loop at the PCP warehouse operation on North Guild Avenue.

Technical Services Division

- Removed and installed a new motor control center at Well #12.
- Upgraded and replaced the traffic signal controllers and equipment at Turner Road and Ham Lane and at Ham Lane and Elm Street.
- Supervised the installation of substructures at McLane Substation.
- Participated in training with the Fire Department.
- Started a program to change out the Schweitzer Electronic Relays at the Industrial Substation and recalibrated the 60kV and 12kV relays at the Industrial Substation.

Ms. Keeter added that one of the accomplishments the department did not note on its list is that they have been heavily involved in the energy crises, which has taken up an inordinate amount of time by Mr. Vallow and his staff. The department is doing an outstanding job in keeping everyone apprised on a day-to-day basis of what is going on in the electric utility industry.

Mr. Vallow added that by the end of April, 26 of the 40 signalized intersections will be installed with battery backup in the case of mandatory or forced blackouts. Lodi is the first city to install the LED traffic signal conversions.

Mayor Pro Tempore Pennino suggested that the City have a policy for placing utilities underground throughout the City, especially in industrial and business parks.

Mr. Vallow replied that the Electric Utility's objective is to move in the direction of maximizing underground utilities; however, the 60kV lines and the major feeding lines along the corridors would stay overhead.

PUBLIC WORKS DEPARTMENT Deputy City Manager Keeter reported on the many accomplishments of the Public Works Department, including:

- Completed the Public Safety Building Master Plan, which is now in the final design stage and should be done in July or August.
- Implemented the Disadvantaged Business Enterprise Program.
- Acquired property acquisitions for projects on Lower Sacramento Road and Lockeford Street.
- Completed the Municipal Service Center (MSC) re-roofing project, the Police Department dispatch center interim remodel, and the Lodi Lake Discovery Center remodel.
- Completed the conversion to compressed natural gas (CNG) buses.
- Partnered with the Lodi Unified School District (LUSD) to design a bus wash facility, and anticipate going out to bid in April with final contract approval this summer.
- Maintained the GrapeLine bus system and added five 40-foot buses.
- Added alternatively-fueled vehicles to the fleet operations.
- Partnered with the Electric Utility Department for the MSC solar port project.
- Completed a Sidewalk Defect Survey and computerized the Pavement Management System.

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- Contracted out the tree maintenance and combined the Public Works and Parks tree maintenance under one area.
- Reestablished the Tree Planting Program, which is overseen by the Streets Superintendent.
- Added a full-time Maintenance Worker II position responsible for downtown clean up and added a truck for the clean up purposes.
- Implemented the use of the United Cerebral Palsy Association for the Litter and Debris Removal Program.
- Expanded the Graffiti Abatement Program in City parks and added a Graffiti Abatement Coordinator position.
- Installed granular activated carbon (GAC) treatment systems at Wells #18 and #20.
- Added an MSC Plant and Equipment Mechanic position.
- Developed and updated the Wastewater Treatment Plant Master Plan.
- Replaced sludge and recirculation pumps.
- Implemented the use of sewer TV systems and controls, put into place preventative maintenance practices, and implemented computer monitoring at the pump stations and basins.
- Received grants in the amounts of \$800,000 for the Lodi Lake Bike Path; \$4,000,000 for alternatively-fueled vehicles and CNG stations; \$6,000,000 for streets and roads projects; and \$10,000,000 for the Lodi Station and Parking Structure.
- Conducted the Lodi Station grand opening in October 1999.
- Maintained 13 CNG transit buses and one CNG trolley.
- Increased GrapeLine ridership by 10% and ranked #1 in the San Joaquin County and state-wide survey for transit performance measures for systems our size.
- Updated the Standard Plans and Map Guide system on the Internet.
- Completed the construction of the Multi-Modal Station and two miles of major streets reconstruction projects, including Lower Sacramento Road.
- Awarded construction contracts for Sacramento and Church Streets and for Tokay and Lockeford Streets, which will get under way this summer.
- Established a Westside Planning Area Infrastructure Master Plan, and updated the Development Impact Fee program.
- Reorganized the Public Works Engineering Division.
- Implemented an Eastside Infrastructure Rehabilitation Program, which is a part of the Water/Wastewater Sewer Program.
- Completed major non-residential sewer projects, including PCP, Mondavi, and the new theater.
- Completed the Traffic Control Device Inventory and LED conversion project, including Crescent Avenue.
- Completed multiple signal and median projects, added 2.5 miles of new bike lanes, and initiated the 2000 Signal Priority Study.

Council Member Howard stated that the contract for the City transportation system will soon expire and requested that the City extend a bid proposal for the service.

City Manager Flynn replied that staff would need to look at the costs to see if the City would be competitive. The major difference in comparing a City of Lodi bid versus a private contractor would be the benefits offered by the City and the profit margin for the contractor. In essence, the City would be extending benefits to the bus drivers, including participation in the Public Employees Retirement System (PERS) and the various medical programs, which would be a significant cost increase to the City. Another difference is the flexibility that private sector employers have in hiring and terminating employees. Mr. Flynn reported that several years ago when the City operated the transit system, there

were two employees assigned full-time to handle personnel complaints from the transit drivers.

Council Member Howard replied that it is still worth studying in order to compare the bids side-by-side. It would allow Council the opportunity to look at different proposals and weigh the benefits and disadvantages.

City Manager Flynn indicated that he would place this matter on the City Council agenda for discussion in April.

Council Member Hitchcock agreed that the City should participate in the bid process and indicated that it might be more feasible today for the City to manage the transportation system due to having Transportation Coordinator Carlos Tobar on staff.

Mayor Pro Tempore Pennino noted that Laidlaw has done an exceptional job and is ranked #1 in ridership based on surveys.

Mayor Nakanishi reported that he recently spoke with the Senior Citizen Commission about this issue, and they indicate that 90% of the time Dial-A-Ride has picked up passengers within 15 minutes. He expressed an interest in contacting dentists and physicians to ask that they try to get patients using Dial-A-Ride out as quickly as possible, thereby only tying up the system with a one-hour reservation instead of two hours. He noted that Dial-A-Ride was meant for the disabled; however, it is often used by citizens like a taxi.

POLICE DEPARTMENT Deputy City Manager Keeter reviewed the following accomplishments of the Police Department.

Police Administration

- Involved in the Public Safety Building project
- Purchased and installed a records management system, which is the primary access for criminal records information.
- Completed a new department policy and procedure manual, which is in the final draft stage. Staff will soon be meeting with the Lodi Police Officers Association (LPOA) prior to it becoming a working document.
- Added one additional academy to the Lodi Police Partners program.
- Continued participation in legislative matters. Chief Adams serves on the executive committee of the California Peace Officers Association and regularly meets with legislators to discuss issues relating to public safety.
- Continues to survey the community on a biannual basis. The approval rating of the Police Department continues to be high with 87% of respondents giving a "good to excellent" rating of the department.

Police Operations

- Expanded the Community Oriented Policing program, which works closely with the Lodi Boys and Girls Club, Chamber of Commerce and various other service organizations as a way to expand their contacts throughout the community.
- Promoted community partnerships through the District Commander concept by engaging the citizens within their sectors to get input and ideas on areas of concern. They then work closely with those citizens to positively resolve the issues.
- The Crime Prevention Unit continues to take a proactive role in working with the public, and its most recent new programs include the areas in specifically addressing the citizens and children who are home alone.
- The Operations Division Commander and District Commanders are also working closely with Project Breakthrough to address issues proactively on hate crimes. Gang and drug related situations are addressed in the gang alternative programs.

These areas of concern are also managed with Support Services Detectives, the School Resource Officers on campus, and the Special Investigations Unit.

Police Investigations

- Assigned specific detectives to assist the Patrol District Commanders with special issues and problems relating to those districts.
- Successfully partnered with the schools and other community organizations.
- Increased the Community Resource Officers from one to three at the school district campuses. The Police Department has noticed a dramatic positive effect that has occurred on campuses with this program.

Animal Shelter

- Worked diligently to promote a more positive public image with the citizens of Lodi.
- Initiated an Animal Shelter Open House, which occurs two times per year.
- Increased adoptions significantly over the last two years.
- Decreased adoption fees by utilizing funds donated by the Animal Shelter Friends to neuter animals.
- Implemented a vaccination program within the shelter for puppies and kittens.
- Increased citizen education regarding the importance of pet vaccinations, spaying and neutering.
- Changed the method of euthanasia by means of injection, rather than gas.
- Fenced in an exercise area, so people viewing animals for adoption can see them in a more playful manner, which also gives the animals an area for exercise.
- Working with the Animal Shelter Task Force to develop final recommendations for both short- and long-term solutions for the Animal Shelter.

Lt. David Main reported that Lodi's Animal Shelter was built in the 1960s to handle up to ten dogs, and the City now needs to move toward a new facility to accommodate growth and current needs.

Council Member Howard acknowledged Chief Adams for the recognition he and the Police Department received for the Lodi Crime Stoppers program.

Mayor Pro Tempore Pennino expressed concern that Stockton Street and Lower Sacramento Road will both be torn up at the same time this summer, as well as the construction of the Hutchins Street landscaping and lights.

City Manager Flynn responded that citizens will be informed of impending road work through fliers, direct mail, and advertisements.

Council Member Howard presented an outline and synopsis of the event she would like to start this year on safety activities for children, which is tentatively scheduled for June 23, 2001. She asked that the Council Members share their comments and ideas.

D. COMMENTS BY THE PUBLIC ON NON-AGENDA ITEMS

None.

E. ADJOURNMENT

No action was taken by the City Council. The meeting was adjourned at approximately 8:05 a.m.

ATTEST:

Susan J. Blackston
City Clerk

Mayor's & Council Member's Weekly Calendar

WEEK OF MARCH 6, 2001

Tuesday, March 6, 2001

- 7:00 a.m. Shirtsleeve Session - topic
1. Review of City Department's Accomplishments
- 9:00 a.m. Nakanishi. Meeting with representatives from Health Plan of San Joaquin, Forum.
- 10:00 a.m. Unveiling of the final 20-year California Passenger Rail Plan, California State Railroad Museum, Sacramento.
-

Wednesday, March 7, 2001

- 7:00 p.m. City Council meeting
1 Presentation
11 Consent Calendar items
2 Public Hearings
2 Regular Calendar items
No Closed Session items
-

Thursday, March 8, 2001

Friday, March 9, 2001

Reminder Nakanishi, Pennino, Hitchcock, Land. NLC Annual Conference, Washington D.C., 3/9 - 3/13/01.

7:00 - 9:30 p.m. San Joaquin Farm Bureau Foundation Fifth Annual Wine Tasting, Elkhorn Country Club, Stockton.

Saturday, March 10, 2001

Reminder Nakanishi, Pennino, Hitchcock, Land. NLC Annual Conference, Washington D.C., 3/9 - 3/13/01.

Sunday, March 11, 2001

Reminder Nakanishi, Pennino, Hitchcock, Land. NLC Annual Conference, Washington D.C., 3/9 - 3/13/01.

Monday, March 12, 2001

Reminder Nakanishi, Pennino, Hitchcock, Land. NLC Annual Conference, Washington D.C., 3/9 - 3/13/01.

Disclaimer: This calendar contains only information that was provided to the City Clerk's office

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CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Review of City of Lodi Department's Accomplishments

MEETING DATE: March 7, 2001

SUBMITTED BY: Deputy City Manager

RECOMMENDED ACTION: That Council review with staff the accomplishments of specified departments.

BACKGROUND INFORMATION: During the Shirtsleeve Session, staff will review with Council various departments' accomplishments over the past year. Enclosed for your information is a copy of the PowerPoint presentation listing the accomplishments for the following departments:

Electric Utility
Public Works
Police Department

To complete the review of departments' accomplishments, the following departments will be discussed during the March 20, 2001 Shirtsleeve Session:

Hutchins Street Square
City Manager's Office
City Clerk's Office
City Attorney's Office
Economic Development

Respectfully,

A handwritten signature in cursive script, appearing to read "Janet S. Keeter".

Janet S. Keeter
Deputy City Manager

JSK/sl

Attachment

APPROVED: _____
H. Dixon Flynn -- City Manager

2001- 2003 Financial Plan & Budget

City of Lodi
Council Shirtsleeve Session
March 6, 2001

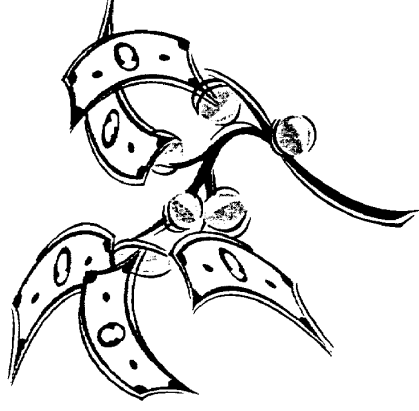
Part II

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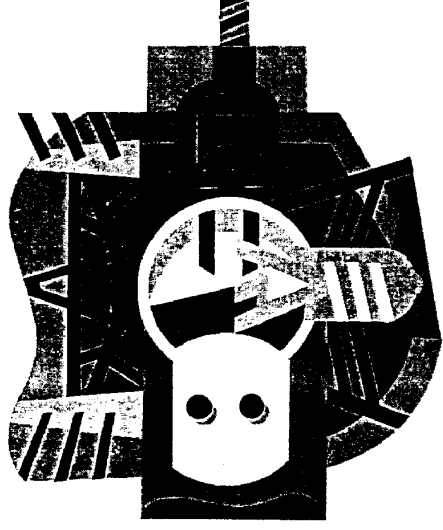
Presentation Overview

- How did we spend last year's money?
- Accomplishments



Electric Utility

Major Accomplishments



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Electric Utility Policy, Legislative & Regulatory

- Power marketing function
 - Customer information insert in utility bill
- Strategic Master Plan
 - Four-colored brochures
- Evaluation & implementation of an organizational review
 - lodielectric.com website
- Department's presence and involvement in State & Federal legislative process
 - Partnership/ sponsorship of community events
 - Information and assistance to commercial/ industrial customers
- Customer-focused programs
- Utility newsletter



Electric Utility Engineering and Operations

- 60 kV transmission
- 12 kV distribution line
- Replacement of all get-a-ways
- Process to install streetlights
- Installation of remote meter reading project (phase 1)
- Program to retrieve and process monthly billing data
- Verified and tested all transformer-rated metering installations
- Developed computer based dispatch map board
- Developed training manual and training program
- Developed Electrical Emergency Plan (EEP)



Electric Utility Public Benefits

- Completed Phase I Energy Efficiency Improvement Project
- Lighting retrofit:
 - ◆ Parks & Recreation
 - ◆ Fire Station #3
- Lighting & HVAC retrofit at White Slough
- LED traffic signal conversion
- Energy audit
- Energy efficiency improvements:
 - ◆ United Congregational Church
 - ◆ Lodi Grape Festival
 - ◆ Bank of Lodi
- Hazard Hamlet/Electric Safety Presentations



Electrical Utility Construction and Maintenance

- New electric overhead and underground distribution circuit
- Joint rescue and electrical safety training session
- New motor control center Well #12
- Replaced traffic signal controllers
- Reconductored #6 copper wire
- 1202 circuit projects
- Constructed PCP loop



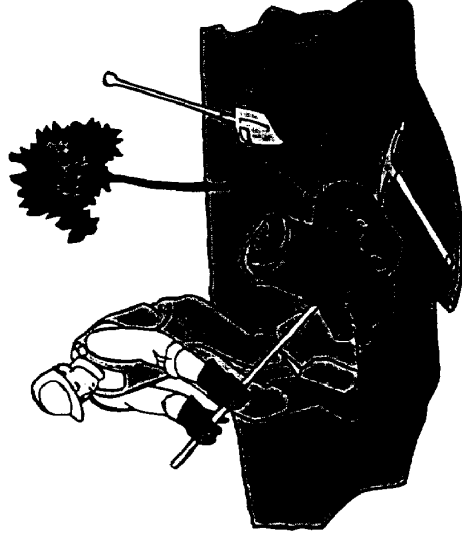
Electric Utility Technical Services Division

- New motor control center at Well 12
- Traffic signal controllers
- McLane Substation sub-structures
- Training with the Fire Department
- Schweitzer Electronic Relays
- Recalibrated 60 kV and 12 kV relays



Public Works

Major Accomplishments



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Public Works

- Public Safety Building Master Plan
- Disadvantaged Business Enterprise Program
- Property acquisitions
- MSC re-roofing
- PD interim remodel
- Lodi Lake Discover Center remodel



Public Works

- CNG bus conversions
- Equipment Maintenance staffing
- Bus wash facility
- GrapeLine bus maintenance
- Five dedicated CNG buses
- Alternative-fueled vehicles
- MSC solar port project



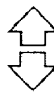
Public Works

- Sidewalk defect survey
- Computerized pavement management system
- Tree maintenance
- Tree planting program
- Downtown clean-up position
- Clean-up truck staffing



Public Works

- Litter and debris removal program (United Cerebral Palsy Assoc.)
- Graffiti Abatement Program in City parks
- Graffiti Abatement Coordinator position
- GAC treatment systems (Well #18 and #20)
- MSC Plant & Equipment Mechanic position



Public Works

- Wastewater Treatment Plant Master Plan
- Sludge and recirculation pumps
- Sewer TV systems and controls
- Preventative maintenance practices
- Computer monitoring - pump stations and basins



Public Works

- \$800,000 Lodi Lake Bike Path grants
- \$4,000,000 alternatively fueled vehicles & CNG stations grants
- \$6,000,000 Street & Roads Projects grants
- \$10,000,000 Lodi Station & Parking Structure grants



Public Works

- Lodi Station grand opening
- 13 CNG transit buses
- 1 CNG trolley
- GrapeLine ridership increase
- #1 ranking in SJC and State-wide survey for Transit Performance Measures for systems our size!



Public Works

- Standard plans and Mapguide system on internet
- Sacramento Street reconstruction (Oak/Pine)
- Major street reconstruction projects
- Westside planning area infrastructure master plan
- Engineering Division reorganization



Public Works

- Eastside Infrastructure Rehabilitation Program
- Major non-residential projects (PCP, Mondavi, Theater)
- Traffic Control Device inventory LED conversion project
- Signal and median project



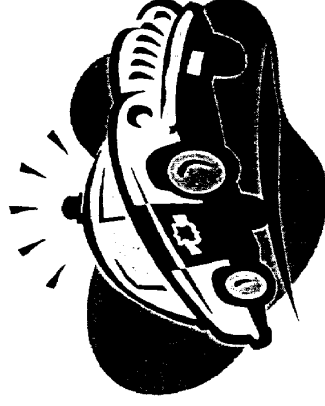
Public Works

- 2.5 miles new bike lanes
- 2000 Signal Priority Study and new signals

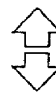


Police Department

Major Accomplishments



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Police

Police Administration

- Interim measures for Public Safety Building
- Purchase Records Management System
- Expand Community Oriented Policing
- Complete New Department Policy & Procedure Manual
- Police Partners Volunteer Program
- Participation in legislative matters
- LPD survey of the community



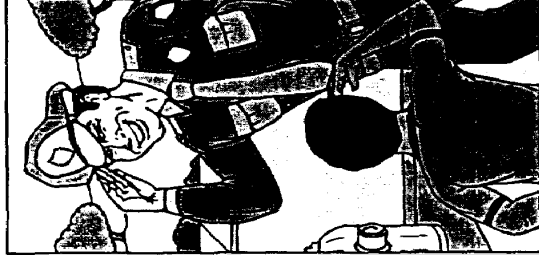
Police Police Operations

- Expand Community Oriented Policing
- Promote community partnerships
- Neighborhood & business district crime prevention
- Interventions for gangs, drug & hate crimes



Police Police Investigations

- Specialized community support
- Liaison with school and other community organizations
- Monitor citizens' satisfaction and needs



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Police Animal Shelter

- Positive public images
- Open house
- Animal adoptions
- Adoption fees
- Vaccination program
- Citizen education
- Spay/neuter coupons
- Injection euthanasia
- Play yard

